**Graduate Committee Meeting**

**Minutes**

**January 14, 2021**

Members Present: Janice Borges, Adlin Cabrera, Rich Grula, Maria Harrington, Will Kinnally, Elizabeth Kritzer, Bridget Rubenking, Peter Smith, Kim Tuorto, Sarina Winston-Mack

**Agenda Items Discussed**

**Student Travel:** The committee confirmed that Aaron Hose should receive $500 to help support his travel to film festivals where his work is featured.

**Student Recruiting:** Program coordinators reported applicant levels similar to previous years. Program coordinators with inaccuracies in their NSCM Websites are asked to contact Ryan Fox to make the needed updates. Some programs would benefit from an enhanced web presence. Funding and feasibility for this expansion will be discussed at future meetings.

**Curriculum Updates:** Kim Tuorto explained that requests for graduate curriculum changes must be shared with her no later than February 1, 2022. The NSCM Graduate Curriculum Committee (composed of members from the Graduate Committee and chaired by Maria Harrington) will vote on all curriculum proposals at the February 4,2022, meeting.

**Updates from Sarina Winston-Mack:** Sarina thanked the program coordinators for completing all necessary hiring and scheduling tasks for the semester. She reported that everything is currently up to date, and she encouraged program coordinators to reach out to her with their questions and needs for assistance.

**Updates from Janice Borges:** Janice reported that all programs are up to date on tasks for the start of the semester.

**Updates from Adlin Cabrera:** Adlin asked program coordinators to confirm their budgets for their summer schedules as soon as possible.

**Next Meeting:** February 4, 2022, at 11:00.